

Learning Assessment Committee
 General Meeting
 Friday, October 1st, 2021, 11:00 a.m.
 Lee Campus AA177 & Zoom

<i>Member Roster</i>	<i>Dept./Division</i>	<i>Membership Type</i>	<i>Present</i>
<i>Elijah Pritchett</i>	Humanities	LAC Chair	X
<i>Cara Minardi-Power</i>	English	Coordinator	X
<i>Caroline Seefchak</i>	Education	Coordinator	X
<i>Colleen Moore</i>	Health Professions	Coordinator	
<i>Eric Seelau</i>	Social Sciences	Coordinator	X
<i>Fernando Mayoral</i>	Foreign Language	Coordinator	X
<i>Jane Charles</i>	Libraries	Coordinator	
<i>Jennifer Patterson</i>	Business	Coordinator	X
<i>Jennifer Summary</i>	Communications	Coordinator	X
<i>Krissy Cabral</i>	Crim. Justice/Crime Scene/Public Admin.	Coordinator	X
<i>Kristi Moran</i>	Mathematics	Coordinator	X
<i>Marius Coman</i>	Natural Science	Coordinator	X
<i>Mary Conwell</i>	Paralegal Studies	Coordinator	X
<i>Melinda Lyles</i>	Computer Science	Coordinator	X
<i>Monique Harrington</i>	Humanities	Coordinator	X
<i>Renee Hester</i>	Academic Success	Coordinator	X
<i>Richard Worch</i>	Crim. Justice/Public Admin.	General Member	X
<i>Amy Trogan</i>	English	General Member	X
<i>David Licht</i>	Mathematics	General Member	
<i>Dani Peterson</i>	Foreign Language	General Member	X
<i>Dolores Batiato</i>	Business	General Member	X
<i>Terry Zamor</i>	Mathematics	General Member	X
<i>Tom Donaldson</i>	Social Sciences	General Member	X
<i>Tina Churchill</i>	Mathematics	General Member	X
<i>Meghan Carlson</i>	Mathematics	Guest	X
<i>D'ariel Barnard¹</i>	AASPIRE*	Ex-officio	X
<i>Joseph van Gaalen¹</i>	AASPIRE*	Ex-officio	X
<i>Jessica Godwin¹</i>	AASPIRE*	Observer	X

*AASPIRE – Assessment, Accountability, Sponsored Programs, Institutional Research, and Effectiveness

¹Non-Voting

1. Welcome and Call to Order – Chair E. Pritchett
2. Approval of September 2021 meeting minutes – **September Meeting Minutes were approved**
 - a. Motion to approve: D. Peterson
 - b. Seconded: J. Summary
3. Course level assessment update with J. van Gaalen
 - a. **Motion to replace cycle updates chart for Course Level Assessment with college wide adoption.**

1. Focus areas have grown to over 200 assessments in addition to areas outside of AASPIRE. Providing a full list should tie in with the Assessment Verification outreach emails as well, and help provide institutional history. New visual will provide both what is directly up for assessment in current annual cycle next to historical data dating back to 2013.

1. English is no longer offering ENC 0022 for example, which the new website will reflect.

b. Vote: Motion passed with all in favor

4. General Education Assessment update with J. van Gaalen
 - a. All outreach emails were sent out two weeks ago. A sample email was reviewed by the committee.
5. Updates on Continuous Improvement with E. Pritchett
 - a. Ambassadors and Stipends
 1. The committee discussed how the new ambassador role might function in regards to stipends and the history of the Learning Assessment Coordinator role both before the existence of support from an Academic Assessment Office (Team AASPIRE) and with the existence of one in place. Questions that were focused on included:
 1. Chair and committee agreed to discuss anything about stipends and standardizations at a separate later meeting for coordinators
 2. M. Coman reiterated that course supervisors do exist which act as ambassadors already in many larger departments. Request to bring back workshops on types of assessments (pre/post, rubrics, surveys, etc.) that were offered by Assessment Office in the past could really help and support the efforts of the LAC Coordinator.
 1. T. Donaldson – Seconded - bring the workshop to individual departments to bring even more awareness across the department.
 - b. **Potential edits to Communication rubric**
 1. Proposed change from GenEd Assessment Scorer feedback was to alter from “Genre & Disciplinary Conventions” to Genre & Academic Conventions”
 1. English faculty noted that Genre, disciplinary, and academic all have nuanced definitions so this should be approached with caution to avoid confusion. The change might make these conventions seem more homogenous than they are. Past scorers noted that the concept of discipline helps them to not assume own academic area conventions but to look for the contextualization of the assignment guidelines.
 2. **The committee voted on changing the rubric: no votes in favor.**
 1. Instead, rubric will stay as is, and committee will focus on communications between faculty submitting assignments and faculty scorers, as well as applying rubrics training workshops.
 - c. Additional training on applying the rubrics
 1. E. Pritchett – call for members of the LAC committee to help lead PD session on applying the rubrics – both for GenEd assessment purpose and for any faculty who wants to utilize the rubrics as a resource in their own classroom. This would be in Spring, so let E. Pritchett know if interested in leading a session.
6. DataVersed update
 - a. Team AASPIRE will provide CCSSE Data
 - b. Upcoming October PD’s for Think and Investigate
 - c. Call for ideas:
 1. C. Minardi Power – Assessment Coordinator Spotlight

1. What does assessment look like in their department? Sharing of best practices and acts as marketing for new members
 2. Previous iterations of newsletter did have spotlights, but have not had any in a while
 2. J. Summary – have someone in Think or Investigate write a blurb about how they apply the rubric – a teaser for the spring PD rubric trainings
7. New Business
- a. E. Pritchett introduced GenEd Creative index card breakdowns – steal idea from QEP for increasing awareness and clarifications of the General Education CREATIVE acronym with an index card as a guide
8. Adjournment
- a. Motion to adjourn: R. Worch
 - b. Seconded: J. Summary

Meeting ended at 12:26pm

Minutes respectfully submitted by D. Barnard